

**COUNTY OF SAN DIEGO  
VOLUNTEER REPORT FORM  
PERIOD JULY 1, 2012 - JUNE 30, 2013  
Deadline: July 12, 2013**

2013 JUL 10 PM 2 52

THOMAS J. PATRUSZKA  
CLERK OF THE BOARD  
OF SUPERVISORS

**1. DEPARTMENT/COURT INFORMATION:**

Department/Court: Health & Human Services Agency

Division/Unit: Public Health Services/ Maternal, Child and Family Health Services

**2. VOLUNTEER PROGRAM BENEFITS:**

- a. GENERAL VOLUNTEERS (this section should include community volunteer, student intern, groups, corporations, etc.)

No. Vol. <u>11</u>	Hours <u>648</u>	x	\$22.14	=	\$ <u>14,346.72</u>
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Types of work performed by GENERAL VOLUNTEERS in this category:

**Researched and developed effective power point presentations and poster boards addressing the problem of secondhand smoke in multi-unit housing. Assisted Healthy Works Communications Manager in multiple projects around the Community Transformation Grant and SNAP-Ed, including design, creation and distribution of collateral materials for both external and internal use. Assisted with planning and implementation of events intended for public and media; in press conferences and media events. Assisted with various programmatic aspects of the worksite wellness and school nutrition interventions through assessments, planning, evaluation, materials development and data functions outlined in the CTG Community Transformation Intervention Plans (CTIPs). Conducted a literature review and generated relevant worksite wellness source materials. Assisted with developing and administering employer/employee screening, assessment and/or survey tools and entering data collected and maintaining database.**

- b. INSTITUTIONAL VOLUNTEERS (this section should include court referrals, honor camp inmates, PIC/RETC, GAIN, etc.)

No. Vol. _____	Hours _____	x	\$22.14	=	\$ _____
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Types of work performed by INSTITUTIONAL VOLUNTEERS in this category:

N/A

- c. SPECIALIZED VOLUNTEERS (this section should include utilization of Special Volunteers in positions requiring specific skills and/or expertise levels, for example, an attorney, physician, sports figure or celebrity). These specialized positions have verifiable compensation levels (VCL). If you have such a volunteer, please indicate the position, hours and compensation level below.

Position                      Hours                      x                      VCL                      =                      Dollar Benefit

No. Vol	Total Hours	Total Value
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Types of work performed by SPECIALIZED VOLUNTEERS in this category:

N/A

d. TOTALS OF DEPARTMENT VOLUNTEERS (from above):

<u>No. of Volunteers</u>	<u>Hours</u>	<u>Dollar Benefit</u>
2a: <u>11</u>	<u>648</u>	<u>\$14,346.72</u>
2b: _____		
2c: _____		

TOTALS: <u>11</u>	Total Hours <u>648</u>	Total Value <u>\$14,346.72</u>
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3. DONATIONS TO VOLUNTEER PROGRAM: N/A

Please list all donations to the department's Volunteer Program including monetary donations and tangible/intangible items. Items such as computers, air time, transportation, books, etc. Please assign a fair market value to each and add to the total value of the donations section.

Item Donated: \_\_\_\_\_ Value: \_\_\_\_\_

Item Donated: \_\_\_\_\_ Value: \_\_\_\_\_

Item Donated: \_\_\_\_\_ Value: \_\_\_\_\_

TOTAL VALUE \$
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4. VOLUNTEER PROGRAM COSTS:

- a. Cost of direct supervision of volunteers (total hours of direct supervision times hourly rate of staff person(s) directly supervising program volunteers.

Hours 23 x Rate \$ 35.29 CHPS

=

<u>\$ 1,710.32</u>
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Hours 15 x Rate \$ 44.47 TEP

Hours 5 x Rate \$ 46.32 TEP-Registered Dietitian

- b. Cost of program coordination (total hours of program coordination times hourly rate of coordinator(s)). This section should include coordination of staff, compiling statistics, job description preparation, volunteer placements and recognition, etc.

Hours \_\_\_\_\_ x Rate \$ \_\_\_\_\_ =

- c. Other program costs (volunteer training materials/supplies, recognition costs, etc.):

<u>Item</u>	<u>Cost</u>
<u>End User Data Jack</u>	\$ <u>961.85</u>
<u>Email Services</u>	\$ <u>114.42</u>
<u>Phone Voice Jack Multi Line</u>	\$ <u>519.53</u>
<u>Voicemail Services</u>	\$ <u>40.52</u>
<u>Desktop Services</u>	\$ <u>951.25</u>

TOTAL OF OTHER PROGRAM COSTS

=

\$2,587.57

- d. TOTAL OF VOLUNTEER PROGRAM COST =  
(add 4a, 4b, and 4c)

\$4,297.89

**5. NET BENEFIT TO DEPARTMENT FROM VOLUNTEER PROGRAM:**

- a. Total Dollar Benefits of Volunteers, Item 2d (Page 2) \$ 14,346.72  
b. Total of Donations to Volunteer Program, Item 3 (Page 2) \_\_\_\_\_  
c. Subtract Total of Volunteer Program Costs, Item 4d (Page 3) \$ 4,297.89

**TOTAL PROGRAM BENEFIT**

\$ 10,048.83

**6. RECRUITING:**

Please describe your recruiting programs:

- **Contact made through social network.**
- **Send announcements of open volunteer positions to the Graduate School of Public Health, San Diego State University to attract public health students seeking to gain experience, credits and/or thesis opportunities.**

**7. SPECIAL VOLUNTEER PROGRAM ACTIVITIES/ACHIEVEMENTS:**

Please describe any special activities and/or achievements your program was involved in during the period of this report:

- Volunteer recently completed a major 5-2-1-0 logo project for Office for Strategy and Innovation
- Registered Dietitian provided one half-day training to volunteers (peer educators) as they will offer nutrition education class series.
- Participated in the Community Transformation Grant Action Institute event.

**8. VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 2012-13:**

Please describe your program goals. Include activities, number of volunteers, recruitment, training, recognition and other goals:

Program goals include completing the Retail Environment Campaign Data Collection (store assessments) and Media phases; successfully implementing five(5) tobacco control interventions; implementing the revised Communities of Excellence county-wide assessment and report; completing the RFP process for FY's 14-17. No volunteers will be recruited by the TCRP in FY13-14.

Will work on a wide variety of communications goals for SNAP-Ed and CTG, including special events, web copy and reporting/storytelling. Will also offer nutrition education class series which designed to be taught using facilitated group discussions as well as small group activities in a fun and interactive manner.

**9. GENERAL INFORMATION:**

Name of Person Completing Report: Jardiolin Monteclar

Phone Number: (619) 692-8828 Mail Stop: P511H E-Mail: Jardiolin.Monteclar@sdcounty.ca.gov

Volunteer Coordinator: Saman Yaghmaee

Phone Number: (619) 542-4133 Mail Stop: P578 E-Mail: saman.yaghmaee@sdcounty.ca.gov

**10. DEPARTMENT CERTIFICATION:**

Dan O'Hea  
DEPARTMENT HEAD SIGNATURE

7/9/13  
DATE